

School Commission (SC) Meeting

3/14/19

6:00 PM

Present: Anna Horton, Barb Spiering, Beth Martin, Brendan Kolding, Dino Annest, Father Oakland, Jackie Bryan, Kamila Kennedy, Karin Hansen, Libby Pickthorn, Mary Ann Fessler and Sara Katsandres

Absent: Alison Morton, Amanda Roberts, Ann Baker, Ben Gauyan, Elena Gruner, Jennifer Kokkonis, Julie Leonardo, Martina Phelps, Tara Martin and Molly Ward

Opening Prayer

Father Oakland led the School Commission in the opening prayer.

Approval of Minutes

The February minutes were deemed approved.

President's Report

Brendan Kolding informed the SC that Karin Hansen will become the new Vice President for the remainder of the school year with Julie Leonardo stepping down. Karin will become the President of SC for the 2019-2020 school year. This was approved by the SC. The role of Vice President and Secretary has not been filled yet for the 2019-2020 school year.

Brendan recommended that we consider having teachers or a teacher representative come to a SC meeting and discuss topics that the SC should be aware of. Principal Horton will gather feedback from teachers and will report back to the SC.

Pastor's Report

Father Oakland provided an update to the SC. This weekend is the 40th anniversary of the School Auction. On March 30th the parish is hosting a marriage enrichment night which will be led by the couple that leads the engagement encounter. The night will allow couples time to focus on themselves and their marriage. This coming weekend the Church is getting ready to welcome people into the church including children from the school.

Principal's Report

Principal Horton provided an update to the SC. She shared the latest drawings of The Big Toy. The most recent bid came in for \$329k for the Big Toy area with new surfacing and excavation of old toy and installation of new pieces and new retaining wall. There are some contract negotiation going on at the moment along with finalizing other pieces. There are some potential unknowns with the project such as if asphalt is underneath that would could add extra costs. It will cost about another \$150k-\$200k for the Little Toy which will be completed in Phase 2 in next 1-2 years.

All principals from the Deanery recently met. All the schools are facing the same challenges. The goal is to get to 100% of Highline salary schedule over the next 5 years. We need to be cognizant of different iterations to salary increases including years of experience. Principal Horton is developing a salary schedule that can increase over the next 2-3 years. Salaries are the second biggest piece put the budget together for next year. The first piece is tuition and financial aid. By next week, we should have a good number of what next year's tuition will bring in. We have already granted \$276k in financial aid to 51 families. As of right now, there is no need to hire for the next school year and no one has indicated that they will not return. We now have a counselor for 3 days and will now need to create an office for the counselor.

Development Report

Beth Martin provided an update on the SC on development efforts. We made over \$41k in the online auction. Last year we made \$35k. With ticket sales and donations the Auction is just shy of \$100k. We want the Auction to gross about \$275k. The 'Fund an Item' has a goal of \$70k. There are 265 attendees which is at capacity with no waitlist.

To date the Annual Fund has received \$96k for the year. We budgeted \$100k for this year.

Enrollment/Marketing Report

Principal Horton reported to the SC on behalf of Jennifer Kokkonis. There were no major updates. We expect that enrolment to stay where it currently is (503), but may go higher to 505-510 students.

Financial Report

Principal Horton delivered the Financial report on behalf of Tara Martin. The budget is tracking \$500k ahead for the year. There is a need to purchase more desks and textbooks for the next school year due to increased enrollment. We are evaluating the cost of replacing the boiler as well as proactively looking at what is aging and may need to replace over the summer.

Parents' Club Report

There were no updates to report for the Parents' Club. The 3/13 Parents' Club meeting was canceled due to all the illnesses at the school.

Nominations Update

Karin Hansen provided an update to the SC on the nomination process. To date, two individuals have applied. Karin is meeting with the applicants next week to both understand interests and communicate SC expectations. The application window has been extended for two more weeks.

Community Chest Update

Libby Pickthorn and Karin Hansen provided the SC with an update on the Community Chest. They have written a document outlining what the program should be and are awaiting feedback from Father Oakland and Principal Horton. They asked for feedback from the SC on what the formal name should be. The SC recommended Gator-Aid.

Some ideas on how the program will work includes a dedicated email address and a dedicated page on the HRS website. The website would have a form with pre populated questions as well as a spot for free form text. The form can be filled on for themselves or on behalf of others. Karin discussed the list of things that the program could cover. We discussed how to budget for this including adding a line item in the budget as well as what are other funding mechanisms are available including the EFC, Parents' Club, Room parents and adding a line item to all the forms for events.

Libby is going to work on next steps including a broader communication to the School as well as creating the page on the HRD website. Other members of the SC volunteered to help.

Committee Updates

Due to illness we did not break out into committees.

Open Discussion

Mary Ann Fessler inquired into what the school vaccination policy is. Principal Horton informed the SC that HRS follows the state laws as we are a state approved private school. 93% of the children are vaccinated while the remaining 7% are exempted with a doctor's note. Parents have a legal right not to vaccinate their children.

Closing Prayer

Brendan Kolding led the School Commission in the closing prayer.

The meeting was adjourned.